

## **Request for Applications**

### **Issued by:**

NEBRASKA PLANNING COUNCIL ON DEVELOPMENTAL DISABILITIES

Department of Health and Human Services

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Lincoln, NE 68509-5026

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**An application packet must be obtained by contacting the Council Office at 402-471-2330 or [dhhs.ddplanningcouncil@nebraska.gov](mailto:dhhs.ddplanningcouncil@nebraska.gov)**

The Nebraska Planning Council on Developmental Disabilities announced on June 21, 2016 the availability of funds for the State Plan goal of Employment. The project would begin October 1, 2016. Applications must be received by Wednesday, July 27, 2016 at 5:00 PM. The Council has set aside a total amount of \$25,000 to fund one project for one year. Funding for these projects comes from federal monies awarded the Nebraska Planning Council on Developmental Disabilities, Nebraska Department of Health and Human Services, through the Developmental Disabilities and Bill of Rights Act. Eligible applicants are profit and nonprofit entities, faith-based organizations, state agencies, institutions of higher education, or local subdivisions of government. Applicants will be required to provide a 30% match of the funds requested. The match can be cash or in-kind. Cash match is support provided to a project by an agency that they would have to pay for. Examples include part of someone's salary, rental space, or postage. In-kind match is donated time or items such as volunteer time or copying provided by a business. Federal dollars cannot be used as a match.

### **Federal Definition of Developmental Disability**

The term "developmental disability" means a severe, chronic disability of an individual who:

- Is attributable to a mental or physical impairment or combination of mental and physical impairments;
- Is manifested before the person attains age twenty-two;
- Is likely to continue indefinitely;
- Results in substantial functional limitations in three or more of the following areas of major life activity: (a) self-care; (b) receptive and expressive language; (c) learning; (d) mobility; (e) self-direction; (f) capacity for independent living; and (g) economic self-sufficiency;
- Reflects the individual's need for a combination and sequence of special, interdisciplinary, or generic services, individualized supports, or other forms of assistance that are of lifelong or extended duration and are individually planned and coordinated;

- An individual from birth to age 9, inclusive, who has a substantial developmental delay or specific congenital or acquired condition, may be considered to have a developmental disability without meeting three or more functional limitations in major life activities, if the individual, without services and supports, has a high probability of meeting those criteria later in life.

### **Time Frame**

The subaward begins on October 1, 2016 and ends on September 30, 2017.

### **Amount of Funds**

The Council has set aside \$25,000 to fund one project in the below-stated goal area for one year.

Council subaward funds **cannot** be used for the following:

- To purchase equipment, including computers;
- Ongoing operating expenses;
- Construction or renovation costs;
- Direct services for people with developmental disabilities (unless these services are part of a model demonstration);
- The purchase of equipment to support entrepreneurship or given to launch a small business.

### **Reports and Delivery Dates**

1. Subrecipient shall commence work on this project no earlier than October 1, 2016.
2. Subrecipient and the Department of Health and Human Services Nebraska Planning Council staff will communicate throughout the subaward cycle.
3. Progress reports will be due to the Council staff two weeks following the end of each quarter (January 15, 2017; April 15, 2017; July 15, 2017; and October 15, 2017). A final report will be due 30 days after the end of the subaward year.

### **Additional Requirements**

1. Interested agencies must request an application packet by contacting the Council office at 402-471-2330 or [dhhs.ddplanningcouncil@nebraska.gov](mailto:dhhs.ddplanningcouncil@nebraska.gov). Applicant must follow the application instructions provided in the packet.
2. Submitted applications must include the signed Cover Sheet and the Department of Health and Human Services Subaward Terms and Assurances. Please note that by submitting and signing the application, the applicant agrees that if funding is awarded, the program will be operated as described in the Subaward application for funding in accordance with the Subaward Terms and Assurances. The individual signing these documents must be authorized to legally bind the applicant.
3. This document, together with the approved proposal of the Subrecipient, the Subaward Terms and Assurances, the Program Specific Requirements, and the letter of award which

includes the amount, award period, and any contingencies shall constitute the entire agreement between DHHS and the Subrecipient.

4. Applications are due no later than **5:00 PM on Wednesday, July 27, 2016** to:

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Department of Health and Human Services  
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Lincoln, NE 68509-5026  
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## EMPLOYMENT PROJECT DESCRIPTION

**Goal:** Influence systems change to provide increased opportunities for more individuals with intellectual and other developmental disabilities (I/DD) of diverse identities to pursue an employment path of their choice.

**Diverse Identities** refers to people of various races, cultural and ethnic heritages, gender identities, sexual orientations, ages, and religions from diverse socio-economic and geographic backgrounds.

**Project Focus:** Provide support to address barriers, advocate for, and expand opportunities for an increased number of individuals to participate in community integrated employment or entrepreneurship. The employment must be in a work setting where, to the greatest extent possible, the employment typically involves interaction with co-workers and business associates who do not have disabilities and/or the general public. Integrated employment includes employment located in community businesses, self-employment, and ownership of micro-enterprises.

**Community Integrated Employment** refers to working for a competitive wage in a community-based job (i.e., a job that is not based in a sheltered workshop) at 20 hours a week or more.

**Intent:** The intent of this subaward is to expand opportunities for an increased number of individuals with developmental disabilities to participate in community integrated employment or entrepreneurship. Applicants could use a number of strategies.

- Subaward applicants may be creative in their approach to improving integrated employment outcomes.
- As new regulations take effect, project focus could help individuals with developmental disabilities and their families/guardians understand their rights and employment opportunities under the Workforce Innovation and Opportunity Act.
- Enhance the partnership among local American Job Centers, Nebraska VR, and entities that provide services to individuals with developmental disabilities.
- Investigate how Enable Accounts can be used to support competitive employment or entrepreneurship goals. This could include a demonstration project on how to use Enable Accounts to improve employment outcomes.
- Utilize the discovery process of one's preferences, interests, needs, and strengths to create a roadmap to competitive employment.
- Encourage self-advocacy relationship building with employers through professional groups or business organizations such as State Human Resource Managers Association, Business Leadership Network, Chambers of Commerce, Kiwanis, Rotary, etc. Share

success stories (i.e., Project Search graduates who were hired into community-integrated employment).

- May provide a plan on how to reach individuals and their parents/guardians who are seeking community integrated employment or pursuing entrepreneurship.
- All subrecipients would be expected to track outcomes of their efforts.
- Application will provide a sustainability plan for the project focus.

**If application focus is entrepreneurship, please note the following:**

Unallowable use of Council funding:

- It is not allowable for Council federal funds to purchase equipment to support entrepreneurship or to give federal funds to launch a small business.
  - According to the national Information and Technical Assistance Center for Councils on Developmental Disabilities, providing funds for self-employment through the purchase of equipment or a financial loan is not allowable! Self-advocates have already demonstrated and proven that they are capable of having their own business and microenterprises, and the Administration on Intellectual and Developmental Disabilities will not approve Council funds to be used in this manner.

Allowable use of Council funding:

- Subrecipients interested in entrepreneurship could focus on building capacity for self-advocates to work with the Social Security PASS Program (Plan to Achieve Self-Support), Nebraska VR, or the Nebraska Enable accounts to set funds aside for small businesses. Improving access to these agencies and programs and helping build capacity within these systems is an effective approach to supporting entrepreneurship for individuals with developmental disabilities in Nebraska.
- Subrecipients interested in entrepreneurship might consider an approach to build capacity with small business organizations, small business administrations, and small business centers.
  - It would be allowable to use funding with these entities to help them simplify their small business instructions or loan process instructions in plain language that people with developmental disabilities could understand. Another potential project idea is to use funding to simplify language in small business classes to support people with developmental disabilities to take these small business classes.
  - An allowable use of funds related to supporting entrepreneurship would be for successful entrepreneurs to develop a guidebook with tips on how to start a new business with your own money.